

# Direct Deposit Transfer Letter

Complete and sign this form for every party [i.e. employer, vendor] initializing a direct deposit to your account. Then, give the signed form to the party making the direct deposit.

- Establish Direct Deposit                       Change my existing Direct Deposit

Company Information  
Company Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_ Phone # \_\_\_\_\_

Customer Information  
Name \_\_\_\_\_ Employee ID#/Account # \_\_\_\_\_  
Social Security # \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_ Phone # \_\_\_\_\_

Bank Information  
HSBC Bank: USA, N.A.  
Routing Number: 022000020

Deposit Information  
Note: You can route your direct deposit to more than one account.  
1. Account Type:                      2. Account Type:  
 Online Payment Account                       Online Payment Account  
 Online Savings Account                       Online Savings Account  
Account Number: \_\_\_\_\_                      Account Number: \_\_\_\_\_  
Amount \$ or % (circle one) \_\_\_\_\_                      Amount \$ or % (circle one) \_\_\_\_\_

I authorize \_\_\_\_\_ [employer/company] to make deposits directly to my HSBC Bank USA, N.A. account(s) indicated above, and authorize the Bank to accept such deposits.

Customer Signature \_\_\_\_\_ Date \_\_\_\_\_